

TOWN OF WILTON
BUDGET COMMITTEE
Location: Wilton Fire Department
DRAFT MEETING MINUTES
June 22, 2017

Members Present: Cary Hughes, Chair; Harry Dailey, Vice Chair; Kelley Eshback; Donna Pucciarello; Gail Agans, Joyce Fisk

Scott Butcher, Town Administrator; Bill Condra, Select Board Rep

Public Attendance: Chief Brent Hautanen, Gary Zirpolo, Kellie-Sue Boissonnault, Steve Elliot, Pam Atwood

1. Chairman Hughes called the meeting to order at 7:00 PM.
2. Review and Approval of the Minutes of May 18, 2017 – Chairman Hughes asked that the Members Present be revised to exclude Ms. Boissonnault and Mr. Williams as "Members" and instead add them to the "Public Attendance". Mr. Dailey motioned to approve the minutes as amended. Ms. Pucciarello seconded. All were in favor. Motion passed.
3. Public Comments – There were none.
4. Review of budget through May 2017 – The Ambulance budget was reviewed and Mr. Dailey asked if we should be concerned that the revenue numbers 5 months in are not where they were at this point last year. Mr. Zirpolo assured him that it followed a certain ebb and flow and there was no reason to be concerned. Mr. Dailey asked about the next step: Revenue Collection. Mr. Butcher said he had met with one of the collection companies, and learned how the process worked. The older an account was, the less chance of collecting. Mr. Dailey felt there needed to be a little more sense of urgency in collections. Ms. Boissonnault said that the process is in front of the Board and they are trying to take steps to correct what happened in the past.

Mr. Dailey asked about Town Insurance on page 9 and noted that it is alarming that the figure is so high for workmen's comp. Ms. Atwood said they are looking at the formula for that.

Mr. Dailey noted on page 14 Recycling, the General Income for taking items was only about 20% of what it costs us to get rid of them. Mr. Elliot said that they had tried to sit down and talk about this with the Recycling Committee, but it was hard to get anyone to come. Mr. Dailey asked if the Committee did exist now; Mr. Butcher said the next meeting is Monday night. He said that getting consistent membership from the other towns was a challenge. Mr. Elliot agreed that the numbers needed to be reviewed.

Mr. Dailey noted that the Town Clerk's budget was up. Ms. Atwood said it may have been related to the copier. Mr. Butcher said that the copier was about \$5,800 and there was a contract to support it afterwards. He said that the volume was higher than expected, so the Town is being hit with overage charges. He has asked the Conway rep to look at the contract and see if the limits can be revised. After a certain number of copies, the cost per copy is substantial. Mr. Butcher said there was also a \$450 up front fee to process boat registrations which had just been paid. Mr. Dailey thought that the copier should have been in New Equipment; Mr. Butcher said it was actually purchased last year.

Mr. Dailey noted on page 18 that under the Water Fund that Leased Equipment was already over by about \$3,000. Mr. Elliot said that they had put \$7000 in there to lease a new truck, but the one they found was more than anticipated (\$10,000 for the whole year).

5. Discussion with Department Heads regarding Budget Comparisons with the other Towns – Mr. Elliot asked where the Committee had gotten the information of miles per town. He feels that the size of town and type of roads make a big difference, and he would need to know that to be able to compare spending. Chairman Hughes asked if Mr. Elliot would feel comfortable in having a conversation with the department heads in nearby towns. He said he would, but asked exactly what we want him to look for. Mr. Elliot said "So the task at hand is for all department heads to contact the department heads of these 3 towns (Boscawen, Candia and Chesterfield), and ask them questions". Chairman Hughes said "Yes" and agreed that the Committee could develop a set of questions relevant to each department. Ms. Pucciarello and Ms. Eshback will work on questions for the departments they work with. Mr. Dailey will take cover the Library, and Mr. Condra will do the same for the Town Hall.

All agreed that numbers were only one part of it; conditions, expectations, and levels of service were other important points of comparison. Salary comparisons are off the table. Mr. Zirpolo did say that the benefits package may be something to compare but the Committee said that they did not want to get into salary or benefits. Chairman Hughes said it would be helpful to know how many people were part time and how many were full time. Mr. Elliot said that a lot of towns had better benefit packages than Wilton, and he felt that the benefit package was an important part of it.

There will be no meetings in July or August. The Budget Committee will meet again on September 21st, October 5th, October 19th, November 2nd, November 16th, November 30th, and December 14th. The Committee will tentatively meet again on January 4th.

6. A Motion for adjournment was made by Mr. Dailey, and seconded by Ms. Pucciarello. All were in favor. The Meeting adjourned at 7:54 PM.

Respectfully submitted,

Janice Pack, Recording Clerk